



CHEEKTOWAGA CENTRAL SCHOOL DISTRICT

2022-23 SCHOOL YEAR

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## Application for Board of Education Recognition of Booster Clubs & Related Organizations

Date of Application \_\_\_\_\_

Name of Club or Organization \_\_\_\_\_

Person making request \_\_\_\_\_

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

**All information on the reverse side of this form must be completed.**

I have read, understand and agree that the booster club will abide by the Board of Education Policies related to Booster Clubs and related organizations (see attached) as listed below and understand that any violations of District Policy or regulations may result in the withdrawal of recognition of the club.

Policy 3271	Solicitation of Charitable Donations from School Children
Policy 3272	Advertising in Schools
Policy 5230	Acceptance of Gifts, Grants and Bequests to the School District
Policy 7422	Booster Clubs and Related Organizations
Policy 7423	Booster Clubs and Organizations Fundraisers: Alcohol Use and Consumption
Policy 7450	Fund Raising by Students

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of Principal \_\_\_\_\_ Date \_\_\_\_\_

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*Date of Board of Education Recognition* \_\_\_\_\_

*Signature of Board of Education President* \_\_\_\_\_

**Purpose of the Booster Club/Related Organization**

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**Anticipated Activities  
(2022-23)**

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**Anticipated Date(s)  
(2022-23)**

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**Anticipated Fundraisers  
(2022-23)**

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**Anticipated Date(s)  
(2022-23)**

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## Community Relations

**SUBJECT: SOLICITATION OF CHARITABLE DONATIONS****Students**

Direct solicitation of charitable donations from District students on school property during regular school hours is prohibited. It is a violation of District policy to ask District students directly to contribute money or goods for the benefit of a charity during the hours in which they are compelled to be on school grounds.

However, this policy does not prevent the following types of fundraising activities:

- a) Fundraising activities which take place off school grounds or outside of regular school hours during before-school or after-school extracurricular periods;
- b) Arms-length transactions, where the purchaser receives consideration for his or her donation. For example, the sale of goods or tickets for concerts or social events, where the proceeds go to charity;
- c) Indirect forms of charitable solicitation on school grounds that do not involve coercion, such as placing a bin or collection box in a hallway or other common area for the donation of food, clothing, other goods, or money.

The Board will ultimately decide which organizations, groups, etc. can solicit charitable donations and for what purposes, as long as the activities comply with the terms of this policy and the Rules of the Board of Regents.

**Personnel**

Soliciting of funds from school personnel by persons or organizations representing public or private organizations is prohibited. The Superintendent has the authority to make exceptions to this policy in cases where solicitation is considered to be in the District's best interest. The Board will be notified of these instances.

Distribution of information about worthwhile area charities may be made through the Office of the Superintendent as a service to District personnel.

New York State Constitution Article 8, § 1  
Education Law § 414  
8 NYCRR § 19.6

NOTE: Refer also to Policy #7450 -- Fund Raising by Students

Adopted: 7/1/19

## Community Relations

**SUBJECT: ADVERTISING IN THE SCHOOLS**

Neither the facilities, the staff, nor the students of the School District shall be employed in any manner for advertising or otherwise promoting the interests of any commercial, political, or other non-school agency, individual or organization, except that:

- a) Schools may cooperate in furthering the work of any non-profit, community-wide, social service agency, provided that such cooperation does not restrict or impair the educational program of the schools or conflict with the Rules of the Board of Regents Section 19.6;
- b) The schools may use films or other educational materials bearing only simple mention of the producing firm;
- c) The Superintendent of Schools may, at his/her discretion, announce or authorize to be announced, any lecture or other community activity of particular educational merit;
- d) The schools may, upon approval of the Superintendent of Schools, cooperate with any agency in promoting activities in the general public interest that are non-partisan and non-controversial, and that promote the education and other best interests of the students.

No materials of a commercial nature shall be distributed through the children in attendance in the Cheektowaga Central School District except as authorized by law or the Commissioner's Regulations.

New York State Constitution Article 8, § 1  
8 NYCRR § 19.6

Adopted: 7/1/19

**SUBJECT: ACCEPTANCE OF GIFTS, GRANTS AND BEQUESTS TO THE SCHOOL DISTRICT**

The Board may accept gifts, donations, grants and/or bequests of money, real or personal property, as well as other merchandise which, in view of the Board, add to the overall welfare of the School District, provided that such acceptance is in accordance with existing laws and regulations. Donations to the school are fully tax deductible so long as the gift is used exclusively for public purposes in accordance with USC Section 170(c). However, the Board is not required to accept any gift, grant or bequest and does so at its discretion, basing its judgment on the best interests of the District. Furthermore, the Board will not accept any gift, grant or bequest which constitutes a conflict of interest and/or gives an appearance of impropriety. At the same time, the Board will safeguard the District, the staff and students from commercial exploitation, from special interest groups, and the like.

The Board will not accept any gifts or grants which will place encumbrances on future Boards, or result in unreasonable additional or hidden costs to the District. The Board may, if it deems it necessary, request that gifts of equipment, facilities or any item that requires upkeep and maintenance include funds to carry out such maintenance for the foreseeable life of the donation.

The Board of Education will not formally consider the acceptance of gifts or grants until and unless it receives the offer in writing from the donor/grantor or their attorney/financial advisor. Any such gifts or grants donated to the Board and accepted on behalf of the School District must be by official action and resolution passed by Board majority. The Board would prefer the gift or grant to be a general offer rather than a specific one. Consequently, the Board would suggest that the donor/grantor work first with the school administrators in determining the nature of the gift or grant prior to formal consideration for acceptance by the Board. However, the Board, in its discretion, may direct the Superintendent of Schools to apply such gift or grant for the benefit of a specific school or school program.

The Board is prohibited, in accordance with the New York State Constitution, from making gifts/charitable contributions with School District funds.

Gifts and/or grants of money to the District shall be annually accounted for under the trust and agency account in the bank designated by the Board of Education.

All gifts, grants and/or bequests shall become School District property. A letter of appreciation, signed by the President of the Board and the Superintendent, will be sent to a donor/grantor in recognition of his/her contribution to the School District. Letters will be sent in a timely manner and will acknowledge the possible tax deduction available to donors whose gifts qualify under IRS regulations.

New York State Constitution Article 8, § 1  
Education Law §§ 1709(12), 1709(12-a) and 1718(2)  
General Municipal Law § 805-a(1)

Adopted: 7/1/19

## Students

**SUBJECT: BOOSTER CLUBS AND RELATED ORGANIZATIONS**

The Board of Education recognizes that community based support groups or "Booster Clubs" can provide important support to District schools and programs, and can be a valuable means of stimulating community interest in the aims and activities of District schools. Therefore, Booster Clubs and related organizations may be created to promote community support and to raise funds for specific schools, or specific school activities or programs, as long as the activities of such organizations do not interfere unduly with the District's Educational program, or disrupt District operations in any way. Furthermore, such organizations must receive official board recognition and may not discriminate on the basis of race, gender, sexual orientation, color national origin, ethnic background, disability, religion or any other arbitrary criteria.

Booster Clubs and related organizations are responsible for complying with all District Policies and regulations that have a bearing on their activities. Examples of such Policies include, but are not limited to:

- a) Policy #3271 -- Solicitation of Charitable Donations.
- b) Policy #3272 -- Advertising in the Schools (addressing restrictions on use of District facilities, staff, and students).
- c) Policy #7423 -- Booster Clubs and Related Organizations Fundraisers: Alcohol Use and Consumption.
- d) Policy #7450 -- Fund Raising by Students.
- e) Policy #5230 -- Acceptance of Gifts, Grants and Bequests to the School District (addressing how groups are to make contributions to the District, its schools or programs).

The Board further requires that each Booster Club and related organization maintain its financial records and make them available, upon request, for board and/or public inspection.

The Board retains final authority on all activities which have an impact on District students, its schools, school programs, and/or District-owned property. Violations of District Policy or regulations may result in the withdrawal of recognition of the club or organization.

Students

**SUBJECT: BOOSTER CLUBS AND RELATED ORGANIZATIONS FUNDRAISERS:  
ALCOHOL USE AND CONSUMPTION**

As a recognized Booster Club or Organization associated with the Cheektowaga Central School District, it is the expectation of the District that any fundraisers sponsored by the said Booster Club or Organization do not encourage or facilitate the use or consumption of alcohol when alcohol may be available at the venue where the event is held.

District employees in their capacity as District Employees cannot use District resources such as its email system to promote fundraisers or events where alcohol is available or use their district title as a contact for such a fundraiser or event.

NOTE: Refer also to Policy #6411 -- Use of Email in the School District

Adopted: 7/1/19

## Students

**SUBJECT: FUND RAISING BY STUDENTS**

Fund raising projects in which students sell merchandise, provide services, or in other ways solicit money for school activities may be sponsored by school organizations with the express approval of the Building Principal. Any such plan shall have a clearly defined purpose and, in general, shall contribute to the educational experience of students and shall not conflict with instructional programs or state mandates. All participation shall be voluntary. Profits shall be used to enhance school programs by providing money for expenditures not normally funded by the District. Door to door sales are strictly prohibited.

New York State Constitution, Article 8, § 1  
Education Law § 414  
8 NYCRR § 19.6

NOTE: Refer also to Policy #3271 -- Solicitation of Charitable Donations

Adopted: 7/1/19